

**UNIVERSITY OF CALIFORNIA ( LIBRARY )  
VENDOR MATRIX**

**STANDARD MINIMUM INSURANCE REQUIREMENTS UNLESS OTHERWISE SPECIFIED**

<b>VENDORS</b>	<b>COMMERCIAL GENERAL LIABILITY</b>	<b>PROFESSIONAL LIABILITY</b>		<b>WORKERS' COMPENSATION</b>	<b>MISCELLANEOUS</b>
<b>X Indicates Suggested Limits apply See Exhibit E for Suggested Limit definitions</b>	<b>\$2MM Aggregate \$1MM Each Occurrence \$2MM Products &amp; Completed Operations Aggregate \$1MM Personal &amp; Advertising Injury \$100K Fire Damage (Any one fire) \$5K Medical Expense (Any one person)</b>	<b>\$2MM Aggregate \$2MM Each Claim</b>	<b>\$1MM Combined Single Limit</b>	<b>Statutory Limits for Workers Compensation plus \$1MM/\$1MM/\$1MM Minimum Employers Liability Limits</b>	

<b>Retreat/Meeting Facilitator</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Executive search / headhunters</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>Business &amp; Management Classes</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Fundraisers</b>	<b>X</b>		<b>X</b>	<b>X</b>	<b>Additional specific insurance requirement may be required. See footnote (5) and Article 13 in <a href="#">Appendix DS</a></b>
<b>Independent consultants (non-facilities services)</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>Independent contractors (non-medical)</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Foreign Language Translators</b>	<b>X</b>		<b>X</b>	<b>X</b>	<b>Check with Library Purchasing Unit for specific coverage requirements</b>
<b>Delivery Services</b>	<b>X</b>		<b>X</b>	<b>X</b>	<b>Due to the type of activity, which may present high risk or severe exposures, consult with Library Purchasing Unit for specific coverage requirements</b>

**Notes:**

- (1) Auto Liability required when contractor, vendor, consultant, etc vehicles will be used to transport goods or persons on behalf of the University or are operated on University premises for other than commute purposes. Workers'
- (2) Compensation absolutely required and may not be waived if vendor, contractor, consultant, etc. has any employees who will be performing services to the University.
- (3) Regents of the University of California must be named as additional insured.
- (4) Commercial General Liability Coverage for Fire Damage and Medical expense required only if work performed for UC is on Vendor Premises
- (5) For contract that will provide a non-UCB third party with sensitive information, or access to UCB systems or applications that contain sensitive information, the specific insurance may be required-please refer to Article 13 in [Appendix DS](#)
- (6) The recommended limits set forth in this Matrix are for United States' Vendors only. Vendors outside the U.S. will be considered on a case-by-case basis

**UNIVERSITY OF CALIFORNIA (LIBRARY)  
VENDOR MATRIX**

<b>STANDARD MINIMUM INSURANCE REQUIREMENTS UNLESS OTHERWISE SPECIFIED</b>					
<b>VENDORS</b>	<b>COMMERCIAL GENERAL LIABILITY</b>	<b>PROFESSIONAL LIABILITY</b>	<b>AUTO LIABILITY</b>	<b>WORKERS' COMPENSATION</b>	<b>MISCELLANEOUS</b>
<b>X Indicates Suggested Limits apply See Exhibit E for Suggested Limit definitions</b>	<b>\$2MM Aggregate \$1MM Each Occurrence \$2MM Products &amp; Completed Operations Aggregate \$1MM Personal &amp; Advertising Injury \$100K Fire Damage (Any one fire) \$5K Medical Expense (Any one person)</b>	<b>\$2MM Aggregate \$2MM Each Claim</b>	<b>\$1MM Combined Single Limit</b>	<b>Statutory Limits for Workers Compensation plus \$1MM/\$1MM/\$1MM Minimum Employers Liability Limits</b>	

<b>Printing/publishing (yearbooks, CDs, etc)</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>Web Designer/Developer</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>Check with Library Purchasing Unit for specific coverage requirements</b>
<b>Audio Conversion</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Videographers</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>Photographers</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Videotape on Campus</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Artwork/Illustrators/Graphic Artists</b>	<b>X</b>		<b>X</b>	<b>X</b>	<b>Inland Marine may be required for coverage of art</b>
<b>Art Work/Collection Material Appraisers</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Exhibitors</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Space Planning (interior design)</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Training programs, non-physical</b>	<b>X</b>		<b>X</b>	<b>X</b>	
<b>Transcription Services</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	

**Notes:**

- (1) Auto Liability required when contractor, vendor, consultant, etc vehicles will be used to transport goods or persons on behalf of the University or are operated on University premises for other than commute purposes. Workers'
- (2) Compensation absolutely required and may not be waived if vendor, contractor, consultant, etc. has any employees who will be performing services to the University.
- (3) Regents of the University of California must be named as additional insured.
- (4) Commercial General Liability Coverage for Fire Damage and Medical expense required only if work performed for UC is on Vendor Premises
- (5) For contract that will provide a non-UCB third party with sensitive information, or access to UCB systems or applications that contain sensitive information, the specific insurance may be required-please refer to Article 13 in [Appendix DS](#)
- (6) The recommended limits set forth in this Matrix are for United States' Vendors only. Vendors outside the U.S. will be considered on a case-by-case basis

**UNIVERSITY OF CALIFORNIA (LIRARBY)**

**VENDOR MATRIX**

**STANDARD MINIMUM INSURANCE REQUIREMENTS UNLESS OTHERWISE SPECIFIED**

<b>VENDORS</b>	<b>COMMERCIAL GENERAL LIABILITY</b>	<b>PROFESSIONAL LIABILITY</b>	<b>AUTO LIABILITY</b>	<b>WORKERS' COMPENSATION</b>	<b>MISCELLANEOUS</b>
<p>X Indicates Suggested Limits apply See Exhibit E for Suggested Limit definitions</p>	<p>\$2MM Aggregate \$1MM Each Occurrence \$2MM Products &amp; Completed Operations Aggregate \$1MM Personal &amp; Advertising Injury \$100K Fire Damage (Any one fire) \$5K Medical Expense (Any one person)</p>	<p>\$2MM Aggregate \$2MM Each Claim</p>	<p>\$1MM Combined Single Limit</p>	<p>Statutory Limits for Workers Compensation plus \$1MM/\$1MM/\$1MM Minimum Employers Liability Limits</p>	

Facility Interior design services (space planning - not planning or design for construction)	X		X	X	
Public event	X		X	X	Due to the type of activity, which may present high risk or severe exposures, consult with Library Purchasing for specific coverage requirements
Chartered Public Carrier (Ground) Auto (1-6 passengers) Auto (7-20 passengers) Auto 21+ passengers  Private Automobiles	X	<p>\$1MM CSL \$3MM CSL \$200K p/seat/ \$5MM CSL \$300K CSL</p>	X		
Event planners	X		X	X	

**Notes:**

- (1) Auto Liability required when contractor, vendor, consultant, etc vehicles will be used to transport goods or persons on behalf of the University or are operated on University premises for other than commute purposes. Workers' Compensation absolutely required and may not be waived if vendor, contractor, consultant, etc. has any employees who will be performing services to the University.
- (2) Regents of the University of California must be named as additional insured.
- (3) Commercial General Liability Coverage for Fire Damage and Medical expense required only if work performed for UC is on Vendor Premises
- (4) For contract that will provide a non-UCB third party with sensitive information, or access to UCB systems or applications that contain sensitive information, the specific insurance may be required-please refer to Article 13 in [Appendix DS](#)
- (5) The recommended limits set forth in this Matrix are for United States' Vendors only. Vendors outside the U.S. will be considered on a case-by-case basis